



## REQUEST FOR ASSISTANCE (RFA) FORM INTAKE INTERVIEW LOG

<u>Date:</u> 9/13/13	<u>Interviewer:</u> Laura Eckert	<b>RFA #13 – 36</b>
<u>Person(s) Requesting Assistance:</u> [REDACTED]		
<u>Contact Numbers (telephone, e-mail, etc.):</u> [REDACTED]		
<u>Status of Person(s) Interviewed (title, position, student status, etc.):</u> WWU [REDACTED]		
<u>Requested Assistance Pertaining To (name, position, policy, project, etc.)</u> [REDACTED] returning as WWU employee		

To the best of your knowledge, please fill out the following:

Interviewee Status:    Male ☐ Female ☐ Administrator ☐ Faculty ☐ Staff ☒ Student ☐  
 Concern Regarding:    Male ☐ Female ☐ Administrator ☐ Faculty ☐ Staff ☒ Student ☐

Category: (Please check at least one)

- |  |  |   |                                     |  |
|--|--|---|-------------------------------------|--|
| <input type="checkbox"/> Age                           | <input type="checkbox"/> Color             | <input type="checkbox"/> Creed              | <input type="checkbox"/> Disability | <input type="checkbox"/> Veteran Status      |
| <input type="checkbox"/> Marital Status                | <input type="checkbox"/> National Origin   | <input type="checkbox"/> Race               | <input type="checkbox"/> Religion   | <input type="checkbox"/> Retaliation         |
| <input type="checkbox"/> Sex/Gender                    | <input type="checkbox"/> Sexual Harassment | <input type="checkbox"/> Sexual Orientation | <input type="checkbox"/> Employment | <input type="checkbox"/> Genetic Information |
| <input type="checkbox"/> Gender Identity or Expression |  |   |                                     |  |

Time Line		
Date	Item	Comments
9/13/13	LE t/c with [REDACTED]	<p>Work has been improving; [REDACTED] trained as a shop steward; enjoying her job. Generally feeling hopeful and people working together; keeping communication open with [REDACTED].</p> <p>Earlier this week it became pretty clear they intend to bring [REDACTED] back as a [REDACTED]. At a union meeting, union folks confirmed he was coming back. He left almost 2 years ago. He'd been put on a 2 year layoff list and the new contract makes that 3 years, so they would have had to use temps for a year and three months, which isn't practical [REDACTED] had hoped the position would open internally and she could apply.</p> <p>[REDACTED] called [REDACTED] and asked if she'd heard they are bringing [REDACTED] back. [REDACTED] emailed [REDACTED] on Wednesday expressing concern that [REDACTED] was coming back and asking to discuss. [REDACTED] wrote back saying he expected concerns, will talk to the shop before [REDACTED] returns, and can talk with [REDACTED] and [REDACTED] responded that she and [REDACTED] want to meet with [REDACTED] prior to [REDACTED] returning and are available on Friday or Monday. [REDACTED] called</p>

		<p>and asked what she wanted to talk about to see if HR or the union should be there.</p> <p> wants to know how they can bring back a person who was not officially disciplined for complaints. She said she will be very uncomfortable working in the shop with him.</p>
9/13/13	LE t/c with Doug Adelstein	<p>Two or 3 weeks ago a  position opened, requiring them to contact the most senior person on the layoff list with the skills/abilities. That was . He had a few days to decide, and then accepted.</p> <p>When  left before, he did not successfully end trial service. They made it a condition that if he ever were to return, it would be a last chance agreement, which he was shown but did not have to sign at the time he left. The agreement said if  came back he would have to sign it and if there was any issue it would lead to immediate termination without union grievance options.  signed this on Tuesday and  set forth clear expectations. He starts October 1. The fact of the agreement is private personnel information that can't be shared with co-workers.</p> <p>Laura requested that at 9am on  first morning back, his first assignment be to come to EOO to talk about appropriate behavior, more training and no retaliation.</p>
9/13/13	LE met with	expressed concern about the work environment returning to what it was like when  was here.
9/16/13	Sue t/c	Discussed new guidance re: retaliation. EO will talk with leadership ( , ) about no tolerance for harassing behavior and right to be free of retaliation.
9/16/13	Sue t/c Chyerl	Discussed options, decided Sue meet with  leadership
9/16/13	Sue t/c	Agreed Sue to meet with
9/16/13	LE t/c	Lm, want to schedule time to meet ...
9/16/13		Stopped by EOO, had to go, LE called on cell phone,  does not want any specifics related to him discussed with leadership. LE conveyed that EO is addressing this holistically.
9/16/13	LE t/c	Lm, pls call
9/19/13	t/c to LE	talked to  in her capacity as a leader of the  Council. He expressed concern there is "nothing we can do".  will follow up with  after  first day back and after his first week back. Laura shared that everyone is taking this issue seriously and that Sue and Laura will be meeting with  and .
9/19/13	LE t/c to	Laura let  know that EO will be meeting with  and .  said that so far, so good. Laura said she will check in again if she doesn't hear from .
9/19/13	LE t/c	<p>Lm, pls call</p> <p> is coming back, EO talking to  leadership and will also talk with  his first morning back. We want to hear if any issues.</p>
9/20/13	t/c to LE	LE out today
9/23/13	LE t/c to	Lm, pls call and want to make appt to see me next Th/Fri
9/23/13	t/c to LE	Lm, LE in mtg



9/23	Mtg Sue, LE [REDACTED]	Discussed [REDACTED] returning, what is appropriate behavior, definition of retaliation, examples of retaliation.
9/23	LE t/c to [REDACTED]	<p>[REDACTED] went in to work last Friday and listened to [REDACTED], "It was ok."</p> <p>As a result of mtg, most of crew did not want to talk up in that forum. [REDACTED] spoke up and said as a result of all this stuff, we all had to go to a training session for mgmt. styles or something, are you going to make [REDACTED] do sensitivity classes like we did. [Sue and LKL did it]</p> <p>They said we are not at liberty to tell you what [REDACTED] has/will do but need you to trust we are managing the situation. Need you to speak up if see or hear anything that is not ok.</p> <p>[REDACTED] said if we do speak up then we are going to be whiners or complainers?</p> <p>They said we want you to have safe climate. We want to hear from you.</p> <p>[REDACTED] approached [REDACTED] and told him to keep his opinions to himself. This was later Friday morning. That was only topic [REDACTED] spoke up about.</p> <p>When she is back for a few days, she will meet with me and let me know how things are going.</p>
9/26	LE t/c to [REDACTED]	<p>How's it going? Can you call and then come by late next week to let me know how it's going? Sure, he will do that. [helping a maintenance mechanic with a bulletin board so can't talk much] will call/stop by next week</p> <p>[REDACTED]</p>
9/27	t/c from [REDACTED]	Left message, can he come by after lunch?
9/27	LE t/c to [REDACTED]	Set mtg for 12:30 today
9/27	LE mtg [REDACTED]	General conversation about giving someone another chance, Western values him and is not going to tolerate a return to bad climate.
		Sue called [REDACTED], who repeated he was feeling better about his concerns.
10/2/2013	Sue mtg w [REDACTED]	See memo to file re: content of meeting.